



**Sunshine Coast Ladies Midweek Tennis
Association
THURSDAY COMPETITION**

BY – LAWS

UPDATED NOVEMBER 2014



SCLMWTA – THURSDAY COMP BY-LAWS

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1. OVERVIEW

- 1.1. The Management Committee consists of President and Treasurer and any other members of the association that members elect at a general meeting.
- 1.2. Management Committee appointments are annual appointments. These roles are appointed at the AGM and any Registered player wanting to be on the committee can be nominated (*Refer Rule 2.3 and 3.1*)
- 1.3. SCLMWTA Inc. is affiliated with Tennis Queensland. Players must be TQ registered through a TQ affiliated club or association.
- 1.4. SCLMWTA Inc. has formally agreed that all matches will be played in accordance with Tennis Queensland Rules.
- 1.5. The Management Committee has the power to change By-Laws from time to time for the internal management of the Association. Members can challenge the By Laws at any AGM or Special Meeting. (*Refer by-law 2.4*). Members are welcome to make suggestions about any By-Law at any time (in writing).
- 1.6. The Management Committee shall be the sole interpreter of the Competition Format.

2. MEETING PROCEDURES

- 2.1. **AGM:** The Annual General Meeting is held within 3 months of the close of the Financial Year. Notification of the AGM date is provided at the beginning of the SPRING season via the competition Draw.
- 2.2. **The AGM Agenda:** shall include approval of Registration Fees and Fixture Commencement Dates
- 2.3. **Membership of the Committee:** Nominations are held at the AGM. Nomination Forms will be sent to all Captains prior to the meeting. All Nominations must be in writing and signed by the Member and her Proposer and Secunder and must be lodged with the Secretary at least 14 days before the AGM. Members will vote at the AGM (by show of hands) and the person with the highest number of votes will be appointed.
- 2.4. **To set aside a By-Law** at a general meeting of members. A Member must prepare a "Notice of Motion" embodying the proposal, alteration or amendment, in writing signed by the Member and Secunder. This must be in the hands of the Secretary at least 4 weeks prior to the date of the meeting. Members will vote at the meeting (by show of hands).
- 2.5. **Changes to the SCLMWTA Inc Constitution:** The Constitution Rules may be amended, rescinded or added to from time to time by a special resolution carried at any general meeting.
- 2.6. **Player complaints must be in writing:** A Registered player may submit a WRITTEN complaint for consideration to the Management Committee at any time.

3. VOTING FOR ALL MEETINGS

- 3.1. Only **REGISTERED** players have the right to vote at an Annual General Meeting.
- 3.2. The President shall have a casting vote as well as a deliberate vote.
- 3.3. Voting by a show of hands, unless otherwise required.
- 3.4. The Management Committee shall have the power to refuse the membership of any player or team.

4. FEES PAID TO THE COMMITTEE

- 4.1. All committee members to be paid \$50 annually

5. COMPETITION FORMAT

- 5.1. **Seasons:** SCLMWTA play two seasons per year, Autumn and Spring. Autumn season commences in February; Spring season commences in July. Dates will be determined by the Management Committee and announced at the AGM
- 5.2. Any team which fails to comply with the By-Laws of the Association, with regard to any fixture match, in which that team is competing, shall forfeit their match, or sets and the Management Committee has the discretionary power to award the points to the opposing team.
- 5.3. **Doubles Competition:** *SCLMWTA – Evening Comp* is a self-umpired doubles competition where teams are made up of 2 players. Matches consist of 2 standard sets, first to six games. If one set all then match tie-break to be played. (Note: Match tie-break is to 10 points or more as required to win by 2 point margin). *See 9.7 for tie-break details.*
- 5.4. **The Draw:** The Management Committee determines the dates of each season, the number of teams in each division and the draw.



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- 5.5. **Finals Series:** Finalists will be determined by ranking on the point's ladder – at the end of each Fixture season.
- 5.6. **Grand Final:** Top two teams on the point's ladder will play in the Grand Final.
- 5.7. **Match Costs including finals:** will be determined by the Management Committee and shared equally by all participating teams.
- 5.8. **Divisional Prizes:** Winners and runners-up of each divisional Grand Final will receive a prize.

6. TEAM REGISTRATION: TQ AFFILIATION GRADING

- 6.1. A registered **TEAM** must consist of a minimum of 2 players.
- 6.2. **Team nominations:** Forms will be sent at the appropriate time to interested parties. Players must complete and return these forms including all relevant information and the nominated fee. This will become the **"Original Registration"** of the player.
- 6.3. **Original Registration** is the first time a player is registered. She cannot play in a lower division for the remainder of the current season. (*Exception by-law 7.8*)
- 6.4. **Grading a new team member:** All new players must nominate the grade achieved in any other competition. The Management Committee has the discretion to determine if a player is too strong, therefore ineligible for that grade.
- 6.5. **TQ Affiliation** All players must be registered with a TQ affiliated club or association. Players may become TQ registered players through the SCLMWTA Inc. by filling out the registration form and paying the appropriate fee.
- 6.6. **Grading Teams:** The grading of teams is at the discretion of the Management Committee. Grading is complex and is dependent on the number of teams registered, past performance of the teams and registered members in each team.

7. MID SEASON REGISTRATION: RESERVES, NEW REGISTRATIONS, FILL-IN PLAYERS.

- 7.1. **TQ Affiliation:** A reserve must be a TQ registered player (*see 6.5*). The playing of a non-TQ registered player may result in points penalties.
- 7.2. **TQ Cards:** Proof as a TQ registered player may be required by SCLMWTA Inc committee at any time. It is each Captain's responsibility to ensure team members have "current TQ Affiliation".
- 7.3. **Reserve:** A reserve is a player who is not registered in any team but is a TQ registered player. Reserves may play in more than one division. These reserves are classed as floating reserves. If a reserve intends to play in more than one division, approval from the committee is required at the beginning of the season or before their first match. The divisions in which a floating reserve may play are determined by the committee. A reserve may choose to register with a team during the season but as of that time is subject to the rules concerning registered players (*refer by-law 6.3*). Reserves details and signature must be recorded on the Score Card as below:

RESERVE	PLAYER NOT YET REGISTERED WITH A SCLMWTA TEAM. (IT IS THE RESERVE PLAYER'S RESPONSIBILITY TO ENSURE SHE IS A TQ REGISTERED PLAYER AND BY SIGNING BELOW ACKNOWLEDGES THIS REQUIREMENT)			
CHRISTIAN NAME	SURNAME	TQ NUMBER	PHONE	PLAYER SIGNATURE

- 7.4. **Reserves will be unable to play in finals** unless they register with a team and play the required number of games for that team (*refer by-law 12.1*)
- 7.5. **A new player or reserve may choose to register with a team during the season.** This will be her Original Registration (*refer by-law 6.3 & 7.1*) Her details must be recorded on the Score Card on the day of registration as below:

NEW REGISTRATION	PLAYER REGISTERING WITH A SCLMWTA TEAM FOR THE FIRST TIME THIS SEASON				
CHRISTIAN NAME	SURNAME	ADDRESS		SUBURB	POSTCODE
PHONE	MOBILE	EMAIL	CLUB	TQ NUMBER	
I consent to being registered with		team		PLAYER SIGNATURE	

- 7.6. **FILL-IN Player:** A player already registered with another *SCLMWTA – evening comp* team will be identified as a Fill-In player. A Fill-In may be borrowed from another team in the same or lower division. A player can play 3 matches in a higher grade, but must remain in that higher grade once 4 matches are played. No player can play in a grade lower than her Original Registration without special written permission from the Management Committee. (*Exception by-law 7.8*) A FILL-IN player can only play for ONE team per fixture match. Details of Fill-In players must be recorded on the Score Card as below:



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FILL - IN PLAYER	PLAYER REGISTERED WITH ANOTHER TEAM IN SAME OR LOWER DIVISION THIS SEASON (CAN ONLY PLAY IN A HIGHER DIVISION 3 TIMES BEFORE BECOMING INELIGIBLE TO RETURN TO LOWER DIVISION)			
CHRISTIAN NAME	SURNAME	TQ NUMBER	PHONE	TEAM REGISTERED WITH THIS SEASON

- 7.7. **When a player plays her fourth match in a higher Division than her Original Registration**, she and the captain of the team in the higher division may apply in writing to the Management Committee for her registration to be transferred to that team.
- 7.8. **Fill-in Players for lowest division:** To ensure all Divisions have access to Fill-in players, teams registered in the lowest division in a season can borrow players registered in the division immediately above.
- 7.9. **Fill-In Players permanently transferring from one team to another:** Any player, registered in one team, cannot be transferred to another team unless sanctioned by the Management Committee – Captains of teams involved and the player must seek approval in writing.

8. INJURED PLAYER, SUBSTITUTE PLAYER

- 8.1. **Injured Player:** If a player receives an injury or suffers illness during a set and cannot continue after 10 minutes off the court, games played will be counted and all remaining games in the uncompleted sets are forfeited. (*exception by-law 8.2*) **No substitute players are allowed in season matches.**
- 8.2. **If a player receives an injury in finals:** A substitute may replace an injured player if the substitute is onsite and able to commence play within 10 minutes of the injury. (*refer by-law 13.1*)

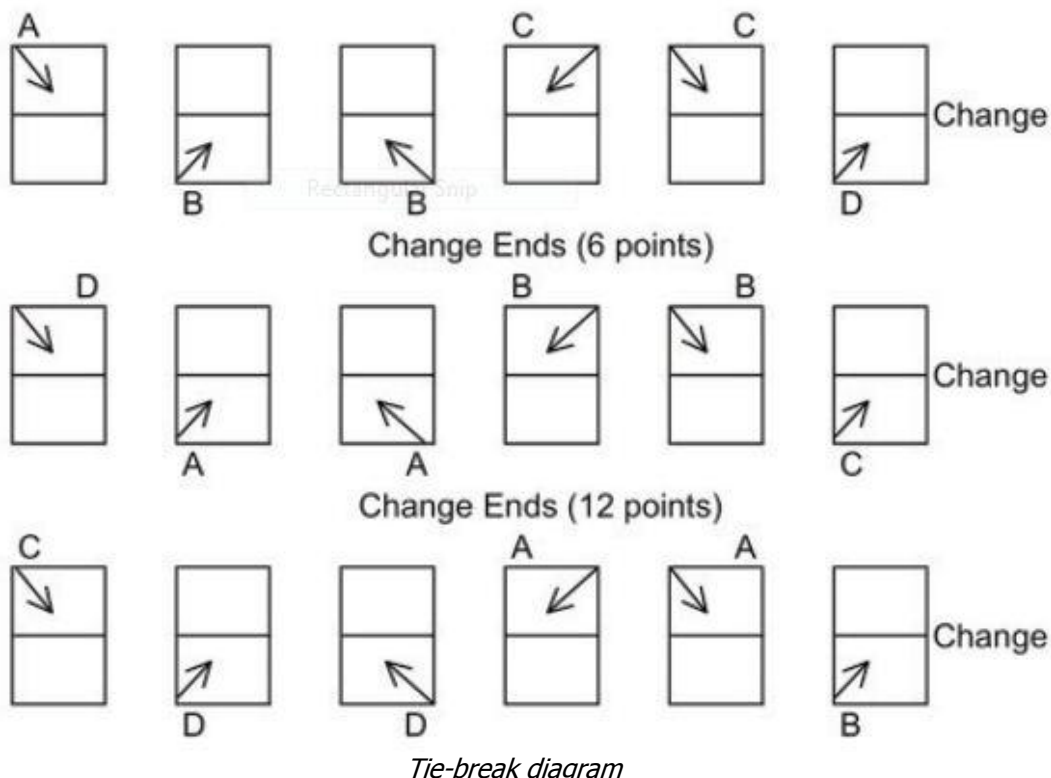
9. MATCH DAY

- 9.1. **The Official Start time** for matches is 7.00pm. If there is a delay of greater than 10 minutes where the delayed team has not contacted the opposition with a valid reason for the delay, the first set is forfeited.
- 9.2. **Warm Up Hit:** A warm up hit of no longer than 10 minutes is permitted before the 1st set is played.
- 9.3. **Break between sets:** There is no scheduled break during match play. Should a break become necessary between sets, or between sets and the tie-break, play must commence within 10 minutes.
- 9.4. **Score sheet:** Full names of players are to be written on the score sheet before the commencement of the match. Full details of new player registration, reserve player or fill-in player must be included. (*refer by-law 7*)
- 9.5. **Precedence of play:** Set 1 – team 1 serves (team 2 chooses end); Set 2 – Team 2 serves (team 1 chooses end); Tie-break – Coin Toss (winner serves; loser chooses end). ie. If the draw shows 5v8 – team 5 serves set 1, team 8 serves set 2
- 9.6. **Change of ends:** occurs following odd service games.
- 9.7. **Rules for tie-break:** A 10–point match tie break is to be played to determine the winner of the match if the score is 1 set all. A match won by tiebreak is scored as 2 sets - 1 set. The game score remains equal. In a match tie-break, the team who wins ten points first, shall win the tie-break, provided they lead by a margin of two points. If the score reaches 9 points all, the tie-break shall be extended until a two point margin has been achieved. The player to serve for the first point will be determined by coin toss (see 9.5), she will serve from the right (forehand) court. Thereafter each player shall serve in rotation for two points, beginning from the left (backhand) court until the winners are decided. Players shall change ends after every six points (see diagram on next page). The first server initially serves for one point, but thereafter each player serves for two points.



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10. SCORE CARD

- 10.1. **ALL Score Cards** must be signed by each captain and lodged with the Recorder **within 7 days**. Failure to do so will incur a penalty of two points.
- 10.2. **The Winning Team** is responsible for ~~forwarding~~ for the score sheet to be forwarded to the recorder. This may be emailed or posted.
- 10.3. **Incomplete Score Cards:** It is the responsibility of the person signing the Score Card to ensure that all relevant information is recorded. Incorrect or incomplete Score Cards may incur a penalty of two points. The erring Captain will be notified.
- 10.4. **Forfeit:** The team winning by forfeit is responsible for forwarding the score card.
- 10.5. **Wash Out:** The Court captain is responsible for letting the recorder know which matches were washed out. Captains may choose to submit scorecards to notify recorder of players' details.

11. WASH OUTS & FORFEITS

- 11.1. **A Wash Out:** is called by the host club. Team captains will be notified if play is cancelled due to wet weather 1 hour prior to commencement of play. If play is not cancelled, all players must arrive at courts ready to play.
- 11.2. **Wash Out during the match:** A WASH OUT is called when play is delayed either prior to the official commencement of the match or during play, for an accumulated period of 30 minutes. If, owing to rain, a match is unfinished, each team will receive 2 points.
- 11.3. **Forfeit:** The forfeiting team must notify the opposition, club & recorder by 5pm on match day. Failure to make these notifications by the set time may result in a penalty fee.

12. FINALS: PLAYER QUALIFICATION & TQ AFFILIATION

- 12.1. **Player Qualification:** Players may only participate in a FINALS match with the team they were *originally registered*. They must play at least 2 fixture matches for that team to be eligible for the finals series.
- 12.2. **Special Circumstances:** Where a team cannot field 2 qualified players due to an emergency situation, teams are asked to apply in writing to the Management Committee nominating the special circumstances and their chosen replacement player. The Management Committee will consider the request.



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12.3. **TQ Affiliation:** All players must be registered with a TQ affiliated club or association. Players may become TQ registered players through the SCLMWTA Inc. by filling out the registration form and paying the appropriate fee. Any player not TQ registered will be deemed ineligible to participate.

13. FINALS: SPECIAL FINALS RULES

13.1. **Nominate Substitute Player:** before commencement of play – substitute player must be nominated on scorecard and must be present. Only one qualified substitute player is allowed per team per finals match.

14. FINALS: WASH OUT

14.1. **Washed Out Finals Matches:** If a finals match is determined a wash-out (*Refer by-law 11*), the team finishing highest on the season's points ladder will win the match.

15. FINALS: UMPIRES

15.1 **Umpires are not routinely provided for finals.**

Should a team require an independent umpire, this request must be made in writing/or email to the management committee. This letter should clearly outline valid reasons for the request. The management committee will forward this letter to the opponent team in question. The cost of hiring a court umpire for the final will be the responsibility of the requesting team.

16. POINTS SCORING SYSTEM

WIN	3 points
LOSS	1 point
WET MATCH	2 points
FORFEIT	the winning team receives 3 points
BYE	2 points

In the event of equal points Season ranking may be determined by percentage points calculated from results throughout season.

17. TQ RULES for Self umpired matches

17.1. Each player is responsible for all decisions in her half of the court. She should be completely honest on all "calls". If unsure, she should give her opponent the benefit of the doubt and play the ball as good – a let should not be played.

17.2. It is your obligation to **call all balls on your side**, to help your opponent make calls when the opponent requests it, and to call against yourself (with the exception of a first service) any ball that you clearly see out on your opponent's side of the net.

17.3. Any "out", "let" or "fault" call must be made immediately before either an opponent has hit the return or the return has gone out of play, otherwise, the ball continues in play. **"Calls" should be verbal and clearly audible to the opponent, followed by a signal if necessary.** "Lets" may be called by any of the participating players. *If the opponents had not called the ball out before you hit their return, the ball is considered to still be in play. Your opponents are NOT allowed to now say that the shot two hits before was out and claim the point.*

17.4. If a player incorrectly calls a ball "out" and then realises that the ball was good, the **point should be replayed on the first occasion** (involuntary hindrance) and the point lost on each subsequent occasion (deliberate hindrance – *refer by-law 17.11*). In the case of a point winning shot, **a let would not be played.**

17.5. When returning service, the partner of the receiver should call the service line for her. The receivers should generally call the centre and side service lines.

17.6. **If players cannot agree on the score**, they should **calmly** discuss the points/games that are the areas of disagreement. If they cannot reach agreement they should replay only the points or games in question. All points or games, which the players agree on stand. Eg: two players cannot agree on whether the score is 40-15 or 30-30 but agree on the winner of the first, second and fourth points. Therefore, only the third point needs to be replayed.

17.7. **Players are prohibited from checking the mark of the ball on their opponent's side of the court**, unless invited by their opponent to do so. Ball mark inspections are only permitted on clay courts.

17.8. **Where a ball interrupts play** either by rolling/bouncing onto the court and/or creating a visible interruption behind the court, a let should be played. If a player hinders her opponent, it can be ruled involuntary or deliberate. (*refer rule 17.11*)

17.9. **Where a ball interrupts a serve** Whenever a ball from another court interrupts play, the **whole** point is started over. The server is entitled to another first serve. (ITF Rule 23)



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- 17.10. **When a player has created an involuntary hindrance** (ball falling out of pocket, hat falling off, etc.) the first time a "let" should be called and the player should be told that any such hindrance thereafter will be ruled deliberate.
- 17.11. Any hindrance by a player that is ruled deliberate will result in the loss of a point.
- 17.12. **Receiving out of turn** (ITF Rule 27e): "During a standard game or tie-break in doubles, if there is an error in the order of receiving, this shall remain as altered until the end of the game in which the error is discovered. For the next game in which they are the receivers in that set, the partners shall then resume the original order of receiving."
- 17.13. **Serving out of turn:** During a game of doubles, it is discovered that a partner served out of turn. What happens if it is discovered after (1) First service fault? (2) Point has been played? (3) Game is complete?
Answer: (1) & (2): The partner who ought to have served shall serve as soon as the mistake is discovered, but all points scored and any fault served before such discovery shall stand. (3): The order of service remains as altered. (ITF Rule 27c)

18. ETIQUETTE

- 18.1. When Ball persons are not available, all balls on your side of the net are your responsibility to pick up and, where appropriate, **return directly to the server**.
- 18.2. The receiver should not return the first service if it is an obvious fault - let it go by or ground it.
- 18.3. **Do not enlist the aid of any spectators** in making line calls or attempting to determine any other on-court matters.
- 18.4. To avoid controversy over the score, the **server should announce the game score before starting a game** and the point score prior to serving for each point.
- 18.5. **Wait** until a point is over before walking behind a court where a match is in progress.
- 18.6. To retrieve a ball from another court or return a ball to another court, **wait** until the players have completed a point.
- 18.7. **Do not** stall, sulk, complain nor practise gamesmanship.
- 18.8. **First Service Faults:** should be called by receiving team only. (Refer 17.2)